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TO : Director of Training ~~CONFIDENTIAL~~

FROM : Chief, Intelligence Training Division

DATE: 6 November 1952

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SUBJECT: Weekly Report

1. The Staff of the Intelligence School has been making preparations for the next course, which opens 10 November. [] responsibilities have been distributed to other Staff members. Some of the written materials included in the trainees' notebooks have been revised.

2. I have discussed with members of the Psychological Staff the testing program for trainees and the use of the School's reports about individuals to help validate the tests administered.

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3. The remodeling work in Alcott Hall is under way. The work in Wing D is scheduled to be completed by 14 November.

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4. The Reading Improvement Branch currently has [] students each day. [] interviews were held this week with students completing the course 31 October.

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5. The first Retention Program is scheduled for the first week in December. [] has divided this backlog of over [] students into four parts: P.T., Agency, Covert, and UTGA. This will be a continuous program available to employees six weeks, six months and a year after training.

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